

DEPARTMENT OF WORKFORCE DEVELOPMENT  
DIVISION OF WORKFORCE SOLUTIONS  
ADMINISTRATOR'S MEMO SERIES

ACTION 04-01

ISSUE DATE: 01/21/2004  
DISPOSAL DATE: Ongoing

RE: FINANCIAL POLICY ON  
SUBCONTRACTOR AUDIT  
WAIVERS

To: Child Support Directors  
County Department of Human Services Directors  
County Department of Social Services Directors  
W-2 Agency Directors

From: Bill Clingan /s/  
Division Administrator

**PURPOSE**

This memo communicates Division of Workforce Solutions (DWS) financial policy governing requests by agencies for waivers of requirements for audits of subcontractors with subcontracts of \$25,000 or more.

**BACKGROUND**

Wisconsin Statutes Section 66.0143 permits local municipalities (city, village, town or county) to request a waiver from state laws that do not impact health or safety. Therefore, local municipalities may request a waiver of the statutory \$25,000 audit threshold for their subcontracts.

Historically, DWS has not given waivers for subcontractor audits. However, this policy indicates DWS' willingness to consider such waivers for municipal governments if properly filed through the Department of Revenue.

**ACTION NEEDED**

Please review the attached policy. If you wish to request a waiver of subcontractor audit requirements, please follow the procedure outlined.

**CONTACT FOR QUESTIONS**

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Attachments